POWAY UNIFIED SCHOOL DISTRICT
Poway High School
Request for Transcripts

DATE: _____ CLASS OF: _____

STUDENT NAME: _____
Last First Middle

BIRTHDATE _____ PHONE NUMBER_____

Special Action or Handling Requested (examples: change of grade, hold for final grade, hold for final graduation posted, hold for counselor recommendation, etc)

_____

_____

Send Transcript To:

_____
College/University/Address

_____
College/University/Address

_____
College/University/Address

Number of copies _____

Date desired _____ Payment Received _____

The official high school transcript contains the following:

Personal Information: social security number, grade level, gender, birth date, enrollment date.

Course Information: courses completed, grades earned, cumulative GPA, date of course completion, credits earned, notations if courses were Honors/AP/College prep.

Test Information: SAT I/II and ACT scores. Beginning with the graduating class of 2004, Results of the California High School Exit Examination will replace the proficiency tests.

Transcripts contain confidential information that can only be released with the permission of an adult, 18 years of age or older. Students younger than 18 require the permission of a parent/guardian. Signature below will be kept on file and authorizes the school to release the student's transcript to any schools, colleges or universities the student or parent requests.

_____ _____ _____
Signature of Parent/Guardian or Student (if 18 or older) Date Relationship to Student